



Addendum Number 1
Erie Parkway Corridor Study
Town of Erie Project Number P15-433
January 18, 2016

This addendum shall become a part of the Request for Qualification documents as if originally included. All those submitting qualifications shall acknowledge receipt of addendum number 1 on your qualification submittal.

1. Pages 2 – 3 of this addendum include minutes from the Pre-Qualification Meeting held on January 14, 2016.

All items in conflict with addendum number 1 are hereby deleted.

Wendi Palmer
Project Manager
Town of Erie
wpalmer@erieco.gov



PRE-QUALIFICATION MEETING MINUTES
Erie Parkway Corridor Study
Town of Erie Project Number P15-433
Federal-aid Project STS SW01-677

Date: January 14, 2016

Time: 11:00 am

Location: Board Room

Town Hall

645 Holbrook Street

Erie, Colorado 80516

1. Attendance Sheet – Everyone please review the Qualification Holders List and verify that the address and phone # is correct. If you're not a qualification holder, please add your information to the list, and contact Kris McDaniel at krismc@erieco.gov to obtain a copy of the Request for Qualification.
2. Introductions
 - Town of Erie
 - Project Manager: **Wendi Palmer**
 - Deputy Public Works Director: **Russell Pennington (not in attendance)**
 - Public Works Director: **Gary Behlen**
 - Development Engineer: **Matt Wiederspahn**
 - PW Administration: **Bethany Peer**
 - Town Planner: **Todd Bierkaas**
 - CDOT
 - Local Agency Project Manager: **Katrina Kloberdanz (not in attendance)**
3. Description of Project
 - The corridor study for Erie Parkway is from State Highway 287 to Interstate I-25. The study will provide detailed multi-modal transportation and streetscape recommendations and will include detailed transportation scenario models, streetscape plans, and analysis of the potential impacts to community character and economic development potential, as well as recommendations, cost estimates and strategies for project implementation.
4. Qualification Due Date
 - Qualifications will be received at:
Town of Erie
Attention: Town Clerk
645 Holbrook Street, Second Floor
Erie, Colorado 80516
Date: February 2, 2016
Time: 5:00 pm
 - Qualifications received after this time will not be accepted.
 - In the event that it is determined that the qualification due date will be delayed, qualification

holders on the qualification holders list will be notified by email of the new date and time, and the new date and time will be posted at the Town Clerks office the day of the original qualification due date.

5. Qualification Submittal

- The qualification package must include an electronic version on CD and Five (5) hard copies of the complete qualification submittal. No fees shall be included with the qualification submittal. In order to speed up the negotiations of the selected firm, all consultants submitting qualifications must have an understanding of the effort necessary to complete this project. Fees must be submitted utilizing CDOT's CPFF worksheet (Cost plus fixed Fee).

6. Questions after this meeting regarding Request For Qualification

- All questions should be in writing and be directed via email to wpalmer@erieco.gov
- All questions will be answered in an addendum to all those on the Town's Qualification Holders List.
- Qualification documents can only be modified by addendum.
- Last Day for Questions – Wednesday January 27, 2016
- Last Addendum will be issued on – Thursday January 28, 2016 if questions have been submitted since the previous addendum.

7. Project Schedule

- The Town has 60 days from the date of the Qualification Due Date to issue a Notice of Award. The Notice of Award is subject to CDOT approval.
- Fee Negotiation Completed – Friday, February 12, 2016 (Subject to Change)
- Anticipated Notice of Award – Wednesday, February 24, 2016 (Subject to Change)

8. Scope of Work - Review Section V of the Request for Qualification.

- Phase 1: Project Scoping.
- Phase 2: Inventory, Investigation and Analysis.
- Phase 3: Alternatives Analysis
- Phase 4: Recommendation and Report

9. Addendum items

- Addendums will be distributed via email to those listed on the qualification holders list.
- The **first** addendum will be issued by **Monday, January 18, 2016** which will include minutes to this meeting.

10. Questions submitted prior to this Meeting

- **Question:** Is there a disadvantaged business enterprise (DBE) requirement for the project?
Answer: No BDE has been established for this study.
- **Question:** Is there a page limit?
Answer: No.
- **Question:** What level of design is expected for the recommended corridor plan?
Answer: Conceptual design up to 30% so that a reasonable cost estimate can be developed.
- **Question:** Do you intend to respond to questions as they come in, or will you wait to issue an addendum after the last day for questions?
Answer: Questions will be answered within a couple of days so that the information can get to everyone as soon as possible.

11. Questions/Discussion

- **Staff Comments:** Important to keep the identity of Erie within this Corridor and establishing the identities of intersections. Erie Parkway is a long corridor with different land uses along the way – want to see an established Town of Erie feel throughout.
- **Question:** What are we looking for in terms of models?
Answer: The reference to model is intended to mean examples of existing improvements to use as a model.
- **Question:** Economic Development Potential? What are we looking for there? Land use studies? Driving factor behind this?
Answer: There are a variety of land uses through the corridor – our Comprehensive Plan shows the eastern mile as a commercial area. We anticipate different recommendations for different land uses. The recommended plan should allow for flexibility for improvements. We're also looking for a flexible access control that balances the needs of commercial development with safety and traffic volumes.
- **Question:** On Item 5, last sentence not complete.
Answer: The sentence has been corrected in this meeting minutes, CDOT has a form, CPFF, mentioned in the Request for Proposal, - on Page 8 Item E. The final negotiated project cost must utilize this form which is cost plus fixed fee.
- **Question:** Curious about the 30% design.
Answer: The level of detail should be adequate to establish costs through different sections. If there are opportunities for funding we want to be prepared. Cost estimates should help us score better with DRCOG.
- **Question:** Preference between landscapers/engineers as prime consultant on the project?
Answer: No.
- **Question:** In regards to sections of Erie Parkway currently developed or under development, how do we approach this in the study? Do we design to match existing constructed sections or create new identity?
Answer: There are 2 sections of Erie Parkway that will start construction soon. The landscaping is last to be completed. Reviewing what is proposed and making suggestion should be a part of your proposal. Some of the existing roadway sections can't necessarily be changed but landscaping could be. We don't want to limit the vision of the corridor.
- **Question:** Speaking of our Town Master Plans, are they on the website.
Answer: Yes.
- **Question:** What level of detail for the environmental component?
Answer: A detailed environmental study is not required, but we do need to know what environmental concerns we will have as we implement the recommend plan.
- **Question:** Construction along Erie Parkway, City or Development?
Answer: The two roadway improvements are currently related to developments, however the Town has completed improvements to sections of Erie Parkway in the past.
- **Question:** Tell more about schedule – key milestone dates?
Answer: Expect the schedule to be part of the qualifications submittal.
- **Question:** Who do you anticipate having input on this?
Answer: The Town of Erie Public Works Department, Planning Department, Economic Development Department, Parks and Recreation Department along with, the Town Board of Trustees, Boulder County Transportation, CDOT, Development entities, and adjacent property owners.
- **Question:** Who will be on the selection committee?
Answer: Todd Bierkaas, Matt Wiederspahn, Gary Behlen, Russell Pennington, and Wendi Palmer.